

MEETING MINUTES
SOUTH DAKOTA STATE BOARD OF MASSAGE THERAPY

Wednesday, March 22, 2023

9:00 a.m. CST

Via Zoom

<https://state-sd.zoom.us/j/91252486100?pwd=YU9za3lzMXlEROJ6SnIVd21MRUpXQT09>

or call 1 669 900 9128 / Meeting ID: 918 5248 6100 / Passcode: 461090

President Helm called the meeting to order at 9:18 a.m. There were some technical difficulties with Zoom.

Board Members Present: Fallon Helm, Al Trace and Kallyn Reinert

Staff in Attendance: Melissa Miller, Executive Secretary, Mariah Pokorny, Department of Health, and Steve Blair, Legal Counsel

Others in Attendance: Heather Herrick, Olawa Rae Bruhjell, Mele-Ann Rae-Bruhjell, Bridget Meyers, Rhanda Heller, Pam Boyden, SD School of Massage Therapy, Catherine Como with CE Broker and, Ashley Hernandez with FSMTB

Approval of Agenda: Reinert made a motion to approve the agenda. Trace seconded the motion. **Motion Passed.**

Approval of the Draft Minutes (November 16, 2022): Reinert made a motion to approve the minutes. Trace seconded the motion. **Motion Passed.**

Open Forum: Rhanda Heller and Heather Herrick had comments.

Executive Secretary Report: Applicant/Renewal updates with charts and reports attached to agenda, update on FMSTB Executive Summit meeting in April. Board appointment – still waiting on board appointment, financial reports were discussed, changes that need to be made in Rule regarding accepted form of payment.

Online Education/School Requirements: Steve Blair will give an update at the next meeting.

Continuing Education Management CE Broker: Consideration of software company to house and process CE for the state digitally; integration with the compliance specifications to South Dakota. This would be an eight-to-twelve-week process from sign on to adopt fully operational service.

Other Business: CE broker contract review and summary to be added and presented at next board, complaints, CE offerings being approved and update board members on website.

Adjournment: Trace made motion to adjourn. Reinert seconded motion. **Motion Passed.** Meeting was adjourned at 10:38 a.m.

SD Board of Massage Therapy Report

07/01/2022 to 05/18/2023

Total Licenses and Permits Processed/Issued

New Licenses	74
Temporary Permits	17
Inactive Licenses	38
Reactivation of Licenses	7
Renewal of Licenses	843
Total Number of Active Licenses	921
Total number of Inactive Licenses	387

Next Board Meetings	Wednesday, July 26
	Wednesday, November 15

BA1409R1

STATE OF SOUTH DAKOTA
CASH CENTER BALANCES
AS OF: 04/30/2023

PAGE 149

AGENCY: 09 HEALTH
BUDGET UNIT: 09211 BOARD OF MASSAGE THERAPY - INFO

COMPANY	CENTER	ACCOUNT	BALANCE	DR/CR	CENTER DESCRIPTION
6503	092100061840	1140000	41,258.05	DR	BOARD OF MASSAGE THERAPY
COMPANY/SOURCE TOTAL 6503 618			41,258.05	DR *	
COMP/BUDG UNIT TOTAL 6503 09211			41,258.05	DR **	
BUDGET UNIT TOTAL 09211			41,258.05	DR ***	

BA20JB60

BUDGET UNIT 09211

AVAILABLE FUNDS
AS OF: 04/30/2023
FY YEAR REMAINING: 17.0%
PAY DAYS REMAINING: 4

MONTHLY

PAGE 1,683

DATE 04/29/2023

BUDGET UNIT NAME BOARD OF MASSAGE THERAPY - INFO

COMP	ORIGINAL APPROPRIATION	APPROPRIATION TRANSFERS	YEAR-TO-DATE COMMITMENTS	YEAR-TO-DATE ENCUMBRANCES	YEAR-TO-DATE EXPENDITURES	AVAILABLE APPROPRIATIONS	CASH BALANCE
6503-I	83,816.00	98.00	0.00	9,080.00	46,988.56	27,845.44	41,258.05
BUDGETED TOT	83,816.00	98.00	0.00	9,080.00	46,988.56	27,845.44	
ALL COMP TOT	83,816.00	98.00	0.00	9,080.00	46,988.56	27,845.44	

TOTAL BUDGETED:

OBJECT OF EXPENDITURE	AMOUNT BUDGETED	COMMITMENTS YEAR-TO-DATE	ENCUMBRANCES YEAR-TO-DATE	MONTHLY EXPENDITURES	YEAR-TO-DATE	BUDGET AVAILABLE	PCT AVL
5101 EMPLOYEE SALARIES	41,752.00	0.00	0.00	1,282.00	24,866.98	16,885.02	40.4
5102 EMPLOYEE BENEFITS	191.00	0.00	0.00	317.51	7,771.86	7,580.86	0.0
5203 TRAVEL	1,750.00	0.00	0.00	0.00	750.26	999.74	57.1
5204 CONTRACTUAL SVCS	38,221.00	0.00	9,080.00	2,394.23	11,950.14	17,190.86	45.0
5205 SUPPLIES & MATRLS	2,000.00	0.00	0.00	129.37	1,649.32	350.68	17.5
TOTALS	83,914.00	0.00	9,080.00	4,123.11	46,988.56	27,845.44	33.2

BREAKOUT BY COMPANY:

COMPANY 6503-I PROFESSIONAL & LICENSING BOARDS

5101000 EMPLOYEE SALARIES	41,752.00	0.00	0.00	1,282.00	24,866.98	16,885.02	40.4
5102000 EMPLOYEE BENEFITS	191.00	0.00	0.00	317.51	7,771.86	7,580.86	0.0
5203000 TRAVEL	1,750.00	0.00	0.00	0.00	750.26	999.74	57.1
5204000 CONTRACTUAL SVCS	38,221.00	0.00	9,080.00	2,394.23	11,950.14	17,190.86	45.0
5205000 SUPPLIES & MATRLS	2,000.00	0.00	0.00	129.37	1,649.32	350.68	17.5
PS SUBTOTALS	41,943.00	0.00	0.00	1,599.51	32,638.84	9,304.16	22.2
OE SUBTOTALS	41,971.00	0.00	0.00	2,523.60	14,349.72	18,541.28	44.2
COMPANY 6503-I TOT	83,914.00	0.00	9,080.00	4,123.11	46,988.56	27,845.44	33.2

Remaining Authority by Object/Subobject

Expenditures current through 04/29/2023 02:20:32 PM

HEALTH -- Summary

FY 2023 Version -- AS -- Budgeted and Informational

FY Remaining: 17.3 %

09211	Board of Massage Therapy - Info						PCT
Subobject	Operating	Expenditures	Encumbrances	Commitments	Remaining	AVL	
EMPLOYEE SALARIES							
5101010 F-t Emp Sal & Wages	0	23,787	0	0	-23,787	0.0	
5101030 Board & Comm Mbrs Fees	1,629	1,080	0	0	549	33.7	
Subtotal	1,629	24,867	0	0	-23,238	0.0	
EMPLOYEE BENEFITS							
5102010 Oasi-employer's Share	191	1,795	0	0	-1,604	0.0	
5102020 Retirement-er Share	0	1,427	0	0	-1,427	0.0	
5102060 Health Insurance-er Share	0	4,490	0	0	-4,490	0.0	
5102080 Worker's Compensation	0	57	0	0	-57	0.0	
5102090 Unemployment Compensation	0	3	0	0	-3	0.0	
Subtotal	191	7,772	0	0	-7,581	0.0	
51 Personal Services							
Subtotal	1,820	32,639	0	0	-30,819	0.0	
TRAVEL							
5203010 Auto-state Owned-in State	200	178	0	0	22	11.0	
5203030 Auto-priv (in-st.) H/rte	1,000	0	0	0	1,000	100.0	
5203100 Lodging/in-state	400	0	0	0	400	100.0	
5203140 Meals/taxable/in-state	150	0	0	0	150	100.0	
5203260 Air-comm-out-of-state	0	573	0	0	-573	0.0	
Subtotal	1,750	751	0	0	999	57.1	
CONTRACTUAL SERVICES							
5204020 Dues & Membership Fees	854	856	0	0	-2	0.0	
5204050 Computer Consultant	9,400	35	9,080	0	285	3.0	
5204080 Legal Consultant	7,727	1,642	0	0	6,085	78.7	
5204090 Management Consultant	50,200	0	0	0	50,200	100.0	
5204130 Other Consulting	3,000	0	0	0	3,000	100.0	
5204160 Workshop Registration Fee	0	350	0	0	-350	0.0	
5204180 Computer Services-state	2,000	564	0	0	1,436	71.8	
5204200 Central Services	0	2,001	0	0	-2,001	0.0	
5204204 Central Services	0	414	0	0	-414	0.0	
5204207 Central Services	0	1,134	0	0	-1,134	0.0	
5204220 Equipment Serv & Maint	100	165	0	0	-65	0.0	
5204230 Janitorial & Maint Serv	0	143	0	0	-143	0.0	
5204360 Advertising-newspaper	1,040	0	0	0	1,040	100.0	
5204490 Rents-private Owned Prop.	1,500	0	0	0	1,500	100.0	

Remaining Authority by Object/Subobject

Expenditures current through 04/29/2023 02:20:32 PM

HEALTH -- Summary

FY 2023 Version -- AS -- Budgeted and Informational

FY Remaining: 17.3 %

09211 Board of Massage Therapy - Info							PCT
Subobject	Operating	Expenditures	Encumbrances	Commitments	Remaining	AVL	
5204525	0	887	0	0	-887		0.0
5204530 Telecommunications Srves	500	1,057	0	0	-557		0.0
5204540 Electricity	150	0	0	0	150		100.0
5204550 Garbage & Sewer	50	103	0	0	-53		0.0
5204560 Water	0	17	0	0	-17		0.0
5204590 Ins Premiums & Surety Bds	525	1,114	0	0	-589		0.0
5204960 Other Contractual Service	1,200	1,466	0	0	-266		0.0
Subtotal	78,246	11,948	9,080	0	57,218		73.1
SUPPLIES & MATERIALS							
5205020 Office Supplies	0	319	0	0	-319		0.0
5205310 Printing-state	500	0	0	0	500		100.0
5205350 Postage	1,500	1,284	0	0	216		14.4
5205540 Finished Signs & Decals	0	46	0	0	-46		0.0
Subtotal	2,000	1,649	0	0	351		17.6
52 Operating							
Subtotal	81,996	14,348	9,080	0	58,568		71.4
Total							
Total	83,816	46,987	9,080	0	27,749		33.1

CHAPTER 20:76:02

FEEES

Section

20:76:02:01 Remittance of fees, Repealed.

20:76:02:02 License fee schedule.

20:76:02:01. Remittance of fees. ~~Any fee shall be remitted to the board in the form of a personal check, cashier's check, certified check, or money order made payable to the state of South Dakota. The board may not take any action on any application for licensure, temporary permit, or renewal until the fee is received~~ Repealed.

Source: 33 SDR 50, effective September 21, 2006; 34 SDR 101, effective October 22, 2007; 43 SDR 181, effective July 10, 2017.

General Authority: ~~SDCL 36-35-17, 36-35-24.~~

Law Implemented: ~~SDCL 36-35-24.~~